

TOWN OF ACTON
SIDEWALK COMMITTEE MEETING
Minutes of October 12, 2011

7:00 p.m.

Acton Memorial Library Conference Room

Present: Kate Chung, Leslie Hogan, Dana Snyder-Grant, Dick Calandrella, Steve Evans, Sytske Campbell, Bettina Abe, Selectman John Sonner.

Citizen Concerns: none noted.

Procedural Matters:

The **September 2011 minutes** were approved.

Sidewalk funds

Dick Calandrella obtained from Town Engineering a list of sidewalk funds: "Sidewalk Gift and Article Moneys 4/5/2011; Restricted and Unrestricted Funds." which we passed around but did not review in detail. Dick will clarify with Engineering why funds are still listed for sidewalks already built, eg. lower Prospect St. We discussed how deeply we should dig into sidewalk funding; we came to consensus that we should understand funding [for sidewalk design and construction], but it is not our committee charter to answer for, or to decide on, funding.

Duggan Farm, 314 Arlington Street

Bettina reported that all questions regarding sidewalks associated with this project have been resolved to our satisfaction.

Update from Engineering

- High Street – notices have been sent out to about 25 residents affected by sidewalk plans. 4 have responded. Each has received a plan of what the proposed sidewalk will look like on their property; most will require an easement, so it's expected to be a long process with lots of questions and issues to be resolved. This planning work is expected to continue through 2012. ► Kate will forward to the Sidewalk committee the plans and the notice that were sent to High St residents (were they asked to respond?)
- Martin Street – Sidewalk Plan sent to residents. Easements are needed, but there are few residents and they are generally in favor of a sidewalk. Wetland issues are all worked out. The Acton Highway dept will be doing the work, which may happen this season, or in the spring.
- Great Road – Submit final sidewalk design to the state in October. Design needs approval from Mass Highway. Build in spring / summer of 2012, by contractor.
- Summer St: to be done in 2012. By town staff, not contracted, as it's a small project.
- Taylor Road - An engineering firm has been awarded survey/design work. Preliminary design to be done over this winter. Phase 1: Main to Minot. Funding is being work out (believed to be from the gift funds) then survey will begin.
- Engineering Requests the Sidewalk committee to recommend priorities on the next group of sidewalks, soon.

Discussion:

► Leslie will ask Engineering about making commitments to, or a plan for, a sidewalk building schedule.

We will work on prioritizing sidewalks in November. ► Bettina will send a list of current tier 2 and 3 sidewalks, to the committee, before our next meeting.

► Steve will 'ping' Boxborough planner Elizabeth Hughes about any progress on plans for a Route 111 sidewalk.

20/20 Discussion

Bettina and Dick will attend, to represent the sidewalk committee.

Meeting adjourned 7:50 p.m.

Respectfully,
Steve Evans

Open Meeting law requires that the following must be included in the minutes:

- ✓ Date, place, time and matters discussed.
- ✓ Summaries of discussions
- ✓ List of documents used
- ✓ Decisions made
- ✓ Actions taken
- ✓ Record of all votes (yeas, nays and abstentions).
- ✓ A list of all documents and other exhibits, such as photographs, recordings, maps and presentations used by the body at the open or executive session.

Future Meetings Planned: (All at 7pm at the Acton Memorial Library Conference Room, on the second Wednesday of the month)

November 9

December 14